

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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November 23, 2004

FROM: **MARK H. UFFER**
County Administrative Officer

SUBJECT: SALARY FOR DIRECTOR OF ARCHITECTURE AND ENGINEERING

RECOMMENDATION: Approve a Minute Order Amendment to the Salary Ordinance to establish the salary for the position of Director of Architecture and Engineering at \$117,800 per annum.

BACKGROUND INFORMATION: On September 21, 2004, the Board received a detailed presentation regarding the strong demand for Architecture and Engineering (A&E) services and the existing backlog of capital projects. Making a timely appointment to fill the recent vacancy in the position of Department Director will be important to ensure uninterrupted service to County Departments.

The Administrative Office recommends a 5.5% salary adjustment for this position based on the competitive climate for comparable positions in the public and private sectors.

REVIEW AND APPROVAL BY OTHERS: The proposed action has been reviewed by County Counsel (Jean-Rene Basle, Deputy County Counsel, 387-5477) on November 5, 2004; Human Resources (Elizabeth Sanchez, Director of Human Resources, 387-5570) on November 8, 2004; and the County Administrative Office (Daniel R. Kopp, Administrative Analyst, 387-3828) on November 8, 2004.

FINANCIAL IMPACT: The additional cost of this action for the remainder of the fiscal year is \$3,582. This increased cost will be funded through existing departmental appropriations. The full year additional cost of \$6,141 associated with this action will be funded via the A&E budget.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and recommends approval to ensure timely appointment to this key management position.

SUPERVISORIAL DISTRICTS: All

PRESENTER: Mark H. Uffer, County Administrative Officer, 387-5417

Record of Action of the Board of Supervisors

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